



TranSystems

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May 23, 2023

Casey Lucius
Assistant City Manager
City of Marco Island
50 Bald Eagle Dr.
Marco Island, FL 34145

Dear Ms. Lucius,

At its April 24th workshop, the City Council requested a proposal for implementing the following recommendations for improving the code of ordinances:

- Standardize and centralize penalties and abatement provisions.
- Standardize appeals and definitions
- Relocate sexual predator regulations and hurricane preparedness regulations
- Place fees and application requirements in separate documents

The following is our proposal for supplemental scope of services:

- I. Standardize and centralize penalties and abatement provisions.
Fee: \$3 ,500

This task entails revising Ch. 14, Code Compliance, to include additional penalty language and new abatement provisions.

- II. Standardize appeals and definitions.
Fee: \$ 1,500

This task entails modifying existing appeal procedures for general applicability, optimally locating the new procedures within the code of ordinances, and replacing the existing provisions with a reference. Definitions common to multiple chapters have largely been centralized already.

- III. Place fees and application requirements in separate documents.
Fee: \$3,500

This task entails preparation of resolutions that amend, or create, fee schedules and penalty schedules.

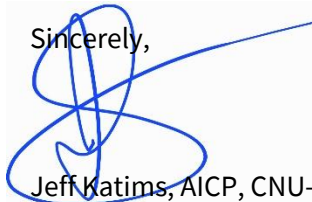
- IV. Conduct a second Council workshop.
Fee: \$3250

The first Council workshop sought Council direction for high-level recommendations. The second Council workshop will present finer-grain changes prior to the adoption process, where the draft revisions will be considered.

- V. Actively facilitate City administrative review of the draft and documents described in this proposal. Fee: \$12,000

The approved scope and budget were premised upon a high level of coordination and involvement from department heads and their staff. The project history to date has illustrated the need for a more facilitated approach. For this task, TranSystems will set meetings with each key department to identify deficiencies in the code of ordinances and review proposed revisions. The intent is to ensure that each of the departments has the opportunity to be fully involved in the review and revision of the code.

Sincerely,



Jeff Katims, AICP, CNU-A
Senior Planning Manager